


October 12, 2004

		<p>October 12, 2004 10:30 AM – 12:30 PM</p> <p>Caltrans- HQ 1120 N St. Room 2116 Sacramento, CA 95814</p> <p>Muhaned Aljabiry 916-654-3521 Abhijit Bagde 916-654-3638</p>	
		<p>Meeting called by: Rachel Falsetti Facilitator: Muhaned Aljabiry Recorder/Time Keeper: Abhijit Bagde</p>	
		<p>Agenda topics</p>	
Item	Description	Time	Presenter
1	Topics/Agenda/Introductions	10:30	M. Aljabiry
2	Ground Rules	10:40	M. Aljabiry
3	Announcements / Approval of the 08/10/04 CFPG meeting minutes.	10:45	All
4	<p>Follow-Up Items from last meeting:</p> <ol style="list-style-type: none"> Names to Doug Nguyen if interested in being on taskforce for “Data-modeling Group”. August 17 Set-up meeting with CT, FHWA and FTA to discuss how to handle financial changes after 2004 FSTIP approval Sept. 1 Send “Delivery Report” comments to Denix Anbiah ASAP Formation of Task Force for “Support Cost in CTIPS” Sept.1 Financial Summary Worksheets to CT ASAP CPR link to MPOs. Done 	10:55	<p>MPOs</p> <p>R. Falsetti</p> <p>MPOs</p> <p>M. Aljabiry</p> <p>MPOs</p> <p>CT</p>
5	Grouped projects and Amendment guidelines. (5 min)	11:10	Taskforce
6	Approval of the FSTIP (30 min)	11:15	CT/FHWA
7	Discussion on obligation listing/ update on Annual listing Taskforce Progress (10 min)	11:45	All & Rosemary Ayala
8	Expedited Project Selection Procedures (Ref. 23CFR450.332) (10 min)	11:55	R. Falsetti
9	8 months extension of TEA-21 (5 min)	12:05	W. Hobbs

10	Statewide Draft Delivery Report (5 min)	12:10	J. Crow
11			
12			
13			
14			
15			
16	Open Forum & Next meeting date and location October 12, 2004 CT November 23, 2004 SACOG (?) January 11, 2005 FHWA	12:25	All

			Name	Agency	Email	Telephone
1	X	P	Abhijit Bagde	CT-HQ	abhijit_bagde@dot.ca.gov	(916)654-3638
2		P	Alex Smith	FTA	Alex.smith@fta.dot.gov	(415)744-2599
3	X	P	Bruce Abanathie	STANCOG	BABANATHIE@Stancog.org	(209)558-4762
4	X	P	Clark Thompson	COFCG	clarkt@fresnocog.org	(559)233-4148
5		P	Fardad Falakfarsa	CT-HQ	Fardad.Falakfarsa@dot.ca.gov	(916)654-3043
6	X	P	Jason Crow	SACOG	Jcrow@sacog.org	(916)340-6219
7	X	P	John Asuncion	SBCAG	jasuncion@sbcag.org	(805)961-8915
8	X	P	Leigh Levine	FHWA	Leigh.levine@fhwa.dot.gov	(916)498-5034
9	X	T	Marc Reynolds	TRPA	mreynolds@trpa.org	(775)588-4547 ext. 302
10	X	P	Mayela Sosa	FHWA	Mayela.Sosa@fhwa.dot.gov	(916)498-5022
11		P	Mike Evanhoe	STANCOG	Mevanhoe@stancog.org	
12	X	P	Muhaned Aljabiry	CT-HQ	Muhaned_aljabiry@dot.ca.gov	(916)654-3521
13	X	P	Rachel Falsetti	CT-HQ	Rachel.falsetti@dot.ca.gov	(916)654-2983
14	X	P	Raymond Odunlami	MTC	rodunlami@mtc.ca.gov	(510)464-7717
15		P	Ron Hall	CT-D3	Ron_Hall@dot.ca.gov	
16	X	P	Shaun Ng	CT-HQ	Shaun.Ng@dot.ca.gov	(916)654-4716
17		P	Susan Wilson	CT-D3	susan.wilson@dot.ca.gov	(916)274-0639
18	X	P	Ted Smalley	TCAG	TSmalley@co.tulare.ca.us	(559)733-6653 ext. 4888
19	X	P	Vince Angelino	STANCOG	Vangelino@stancog.org	(209)558-4867
20	X	P	Wade Hobbs	FHWA	wade.hobbs@fhwa.dot.gov	(916)498-5027
21	X	T	Andrea Zureick	SANBAG	AZureick@sanbag.ca.gov	(909)885-4407
22	X	T	Dan Little	Shasta	dlittle@co.shasta.ca.us	(530)245-6819
23	X	T	Jennifer Bergener	OCTA	jbergener@octa.net	(714)560-5462
24		T	Joseph Stramaglia	KCOG	jstramaglia@kerncog.org	(661)861-2191
25	X	T	Ken Lobeck	RCTC	KLobeck@rctc.org	(909) 787-7141
26	X	T	Laura Fields	CT-D1	lfields@dot.ca.gov	(707)445-6358
27	X	T	Lisa Poe	SANBAG	LPoe@sanbag.ca.gov	(909) 884-8276 ext.156
28	X	T	Paul Fagan	CT-D8	Paul_Fagan@dot.ca.gov	(909)388-7016
29	X	T	Rosemary Ayala	SCAG	AYALA@scag.ca.gov	(213)236-1927
30	X	T	Sookyung Kim	SANDAG	ski@sandag.org	(619)699-6909
31	X	T	Sue Hays	CT-D8	Sue_Hays@dot.ca.gov	(909)383-7589
32	X	T	Ted M. Matley	FTA	Ted.Matley@fta.dot.gov	(415)744-2590
33	X	T	Terri Lewis	MCAG	terri@mcag.cog.ca.us	(209)723-3153 ext. 307
34	X	T	Wendy Lonnberg	CT-D2	Wendy.Lonnberg@dot.ca.gov	(530)225-3416
35	X	T	Lena Young	CT-D11	Lena.young@dot.ca.gov	(619)688-6786
36		T	Tammie Baumgarten	CT-D 11	Tammie.Baumgarten@dot.ca.gov	(619)688-3152
37			Bob Lowrie	CT-D 11	Bob.lowrie@dot.ca.gov	(619)688-6784
38	X	T	Bob Stone	MCTC	bob@maderactc.org	(559)675-0721
39			Bob Swensen	CT-HQ	Bob.swensen@dot.ca.gov	(916)654-4366
40			Cathy Gomes	CT-HQ	Cathy.Gomes@dot.ca.gov	(916)654-3271
41			Chan Kuoch	CT-D7	Chan.Kuoch@dot.ca.gov	(213)897-2781
42	X	T	Consuelo Medina	CT-D10	Consuelo.Medina@dot.ca.gov	(209)948-3975
43	X	P	Diane Nguyen	SJCOG	Dnguyen@sjcog.org	(209)468-3913
44	X		Don Doult	CT-D 2	Don.Doult@dot.ca.gov	(530)225-3574
45			Donna Turchie	FTA	Donna.Turchie@fta.dot.gov	(415)744-2737
46			Doug Nguyen	CT-HQ	Dung.Nguyen@dot.ca.gov	(916)654-4843
47			Eddie Wendt	TCAG	Ewendt@co.tulare.ca.us	(559)733-6653
48	X		Gwendolyn Denny	CT-D 11	gwendolyn_denny@dot.ca.gov	(858)616-6526
49			Hymie Luden	FTA	Hymie.luden@fta.dot.gov	(415)744-2732
50	X	P	Ivan Garcia	BCAG	igarcia@bcag.org	(530)879-2468
51			Jean Mazur	FHWA	Jean.mazur@fhwa.dot.gov	(916)498-5732
52			Jerome Wiggins	FTA	Jerome.wiggins@fta.dot.gov	(415)744-2819

53			Lorraine Lerman	FTA	lorraine.lerman@fta.dot.gov	(415)744-2735
54			Mac Cavalli	CT-D6	Mcavalli@dot.ca.gov	(559)445-5285
55			Mike Giuliano	CT-D5	Mike_Giuliano@dot.ca.gov	
56			Nancy Wickersham	CT-D5	Nancy_Wickersham@dot.ca.gov	(805)549-3146
57			Nicole Gorman	SJCOG	Ngorman@sjcog.org	
58			Olin Woods	SACOG	owoods@sacog.org	(916)340-6220
59			Patricia Taylor-Maley	MCTC	patricia@maderactc.org	(559) 675-0721
60			Paul Page	FTA	paul.page@fta.dot.gov	(415)744-2734
61			Raquel Carabajal	KCOG	rcarabajal@kerncog.org	(661)861-2191
62			Ray Sukys	FTA	Ray.sukys@fta.dot.gov	(415)744-2802
63			Richard Murphy	SLOCOG		
64	X	T	Ross McKeown	MTC	rmckeown@mtc.ca.gov	(510)464-7842
65			Sarah Chesebro	CT-D5	Sarah_chesebro@dot.ca.gov	(805)549-3640
66			Scott Butler	SJCOG	Sbutler@sjcog.org	(209)468-3913
67			Shannon MlCoch	CT-HQ	Shannon_Mlcoch@dot.ca.gov	(916)653-6750
68			Sharon Fasulo	CT-D5	Sharon.Fasulo@dot.ca.gov	(805) 549-3319
69			Shirley Medina	RCTC	SMEDINA@rctc.org	
70			Sima Memari	CT-D4	Sima_Memari@dot.ca.gov	(510)286-5762
71			Sue Hall	SLOCOG	Shall@slocog.org	(805)781-4255
72			Sue Kiser	FHWA	Sue.Kiser@fhwa.dot.gov	(916)498-5009
73			Terri King	KCAG	TKing@co.kings.ca.us	(559)582-3211 ext. 2678
74	X		Todd Muck	AMBAG	tmuck@ambag.org	(831)883-3750
75						

P= In person
 T= Teleconference
 N= Not attending
 Blank= No response

CALIFORNIA FEDERAL PROGRAMMING GROUP (CFPG)
MEETING MINUTES – October 12, 2004

The CFPG meeting was held at Caltrans-HQ in Sacramento from 10:30 to 12:00.

1. Topics/Agenda/Introductions:

Meeting started with self-introduction of attendees and review of the agenda items.

2. Ground Rules:

Muhaned Aljabiry went over the following ground rules for the meeting,

- Since there are phone participants, everyone who speaks should state his/her name and agency.
- Keep comments as brief as possible
- Stick to the current agenda item. Additional items not in the agenda will be added to the end and will be discussed if time permits.
- Turn off cell phones and limit interruptions
- This is a forum to hear everyone's concerns comments and suggestions. Please make sure your voice is heard.
- Facilitator to ask before moving on to the next item if anyone on the phone has any additional comments on the item, then pause for a few seconds.
- Respond to follow up items and meeting notices by the deadlines.
- Except for follow up items, the minutes will include discussions that take place during the meeting only. If you do not want what you say during the meeting included in the minutes, state "off the record".
- When not speaking, phone participants to keep their phones on mute if possible.

3. Announcements/Approval of the 04/06/04 CFPG meeting minutes:

Jason Crow announced that Martin Tuttle will be leaving SACOG by December 2004. Raymond Odunlami announced that Diane Steinhauser will be leaving MTC. Shaun Ng introduced Alicia Vu as new member to the CTIPS Office. Muhaned Aljabiry announced that training schedule is now available on CTIPS website (<http://ctips.dot.ca.gov/citrix/metaframexp/default/login.asp?ClientDetection=On>) and the next training will be on October 28, 2004. Leigh Levine announced that FHWA is planning to conduct "Federal Aid Financing" class in southern California. FHWA will send the potential dates for the course to CFPG members.

Meeting minutes for August 10, 2004 CFPG meeting were approved without comments or changes.

4. Follow-up items from last meeting:

1. Names to Doug Nguyen if interested in being on taskforce for "Data modeling group":

Item completed.

Shaun provided an update that S. Kim, Jason Crow and Raymond Odunlami volunteered to represent the MPOs on the taskforce. He also stated that the goal is to identify the common data from FADS, CTIPS and LP2000 and integrate them in one system.

2. Set-up meeting with CT, FHWA and FTA to discuss how to handle financial changes after 2004 FSTIP approval:

Rachel will set up meeting in November.

3. Send "Delivery Report" comments to Denix Anbiah:

Item completed.

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4. Formation of taskforce for “Support costs in CTIPS”:
Muhaned Aljabiry will form the taskforce.

5. Financial Summary Worksheets to CT:
Item completed:

6. CPR link to MPOs:
Item completed.

5. Grouped projects and minor changes:

Rachel Falsetti informed the group that the proposed guidelines are still on hold, but the taskforce will work together to achieve maximum flexibility in administering Administrative Amendments. She also stated that FHWA and FTA have provided Caltrans a copy of draft Memorandum of Understanding, which will be signed between Caltrans, FHWA and FTA once finalized. Wade Hobbs stated that the FHWA and FTA Division Chiefs will sign the MOU.

6. Approval of FSTIP:

Rachel Falsetti informed the group that FHWA and FTA have conditionally approved the 2004 FSTIP on October 4, 2004; all projects included in the approved 2004 FSTIP may proceed. She also stated that Caltrans will present the financial plan for the 2004 SHOPP and the 2004 STIP to FHWA and FTA as soon as possible. Rachel also informed that only STIP, SHOPP and HBRR program projects in FTIPs may not be modified till Caltrans receives approval on the financial plan information from FHWA/FTA; however MPOs who have programmed 2004 STIP projects based on the CTC adopted document may be allowed to process amendments soon. As far as HBRR program is concerned Caltrans' Division of Local Assistance is working with local agencies to update the project list based on the project delivery schedule. She also mentioned that Caltrans expects to transmit the revised HBRR project lists to MPOs by November 23, 2004. Rachel also said that Caltrans is working with FTA to lift the conditions placed on the 5311 Program. Rachel thanked all MPOs for working with Caltrans in preparing the 2004 FSTIP.

7. Discussion on obligation listing/ update on Annual listing Taskforce Progress:

Rosemary Ayala informed the group that the taskforce did not receive any response from FHWA regarding Caltrans request for supporting changes to the FHWA's financial database. Wade Hobbs responded that FHWA would allow MPOs read only access to FMIS database and a training will be also available but did not present any schedule. Rachel Falsetti told the group that Caltrans does not have staff to put together the annual obligation lists for MPOS and mentioned that it is the responsibility of the individual MPO to comply with the federal regulations.

Rosemary Ayala stated that the task force transmitted a letter to Mr. Paul Verchinski the Chief of the Planning Oversight Division of the Federal Transit Administration requesting additional fields to the FTA TEAM database. Mr. Verchinski responded to the task force on his letter dated September 28, 2004 stating that due to budget constraints FTA is not able to accommodate any changes to its TEAM database, but also stated that FTA will consider modifications to the database in FY 2007.

Rachel Falsetti stated that the task force should come back to the group with a listing of where the MPO's could obtain the obligation information since Caltrans, FHWA and FTA could not assist.

8. Expedited project Selection Procedures (Ref. 23CFR450.332):

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Rachel Falsetti explained that per 23CFR450.332, projects can be advanced from the second or third year of the FTIP if the above regulations are met. Therefore, Caltrans Federal Programming Office is working on a template for the draft Expedited Project Selection Procedure MOU between Caltrans, MPO and transit operator. She also stated that this MOU would need to be signed by the MPO Executive Director and transit operator(s). This is based on the regulations.

Raymond Odunlami stated that MTC's board has adopted expedited project selection process between MTC and regional transit operators as part of 2004 FTIP adoption, and asked if that procedure can be used in lieu of the proposed MOU. Rachel responded that she will schedule a separate meeting with MTC and FHWA to discuss.

9. 8 months extension of TEA-21:

Wade Hobbs told the group that the current federal reauthorization act has been extended by eight months and the Obligation Authority (OA) for 51 days. In addition there has been an ethanol fix. Information regarding the fix will be sent to CFPG members.

10. Staewide Draft Delivery Report (Handout 1):

Denix Anbiah presented the handout regarding Caltrans Local Assistance project delivery for FY 2003/04. He also stated that approximately \$300 millions in OA was available to the regions by mid August, and by the beginning of September most of the OA was spent. Denix also said that some of the regions delivered more than 100% of their delivery targets for FY 2003/04.

Denix also mentioned that the new Obligation Reports will be available as of November 1.

11. Open Forum & Next Meeting Date and Location:

2004 CFPG Meetings:

DATE	LOCATION
December 7, 2004	SACOG
January 18, 2004	FHWA

FOLLOW UP ITEMS:

Item	Topic	Who	When
4(2)	Set-up meeting with CT, FHWA and FTA to discuss how to handle financial changes after 2004 FSTIP approval	CT – Federal Prog.	Early Nov.
4(4)	Formation of taskforce for “Support costs in CTIPS”	CT – Federal Prog.	Soon
7	Annual listing Taskforce meeting	Rosemary Ayala	Soon
4(6)	Template for MOU bet. CT, MPO and transit operator for expedited project selection procedures	CT – Federal Prog.	ASAP
6	Financial Plans for STIP, FTA 5311 and HBRR to FHWA/FTA	CT – Federal Prog.	ASAP
10	Information on “Auxiliary Lane” criteria to MPOs	CT – Federal	ASAP

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Prog.

Local Assistance Delivery
FFY 2004
Calculation of Projected OA Amount
RSTP, CMAQ, HBRR, HES Funds
As of September 30, 2004

Annualized OA Amount Based on 9/19/04 Info from OFR	918,462,428
Payback of 2003 OA Loan to State	199,164,472
Adjustment to OA for Prior Year Returns	(2,100,073)
Projected Available Local OA for FFY 2004	<u>1,115,526,827</u>
FFY 2004 Total Local Formula Apportionments (per OFR as of 9/19/04)	976,674,486
FFY 2004 Local RSTP and CMAQ apportionments	736,449,014
Percentage of RSTP, CMAQ appns to total	75%
Projected FFY 2004 OA Available for RSTP, CMAQ, and R-TEA Obligations (This includes the share of \$199M loan payback)	<u><u>841,148,861</u></u>

Calculation of OA for HBRR and Safety

FFY 2004 Local HBRR Appns	193,099,620
Percentage of local HBRR appns to total local appns	20%
Projected FFY 04 OA for HBRR	220,552,302
FFY 2003 Local Safety Appns	47,125,853
Percentage of local Safety to total local appns	5%
Projected FFY 04 OA for Safety	53,825,665

FFY 2004
Local Assistance Delivery
RSTP, CMAQ, R-TEA
HBRR, and HES
as of 9/30/2004
(Draft September Numbers)

Region	Target FFY 2004 OA for RSTP and CMAQ	RSTP, CMAQ & R-TEA Obligations YTD FFY 2004	Projected Annual Delivery Per Obl Plans	Percent OA Delivered as of 9/30/04 (DRAFT)	Balance of OA
Merced	5,346,021	9,231,117	9,756,003	173%	(3,885,096)
Sacramento (SACOG)	45,667,916	75,907,001	100,162,518	166%	(30,239,085)
Orange	77,916,412	118,595,593	96,174,916	152%	(40,679,181)
Tulare	9,231,312	12,340,253	19,694,816	134%	(3,108,941)
Santa Cruz	4,887,516	5,890,852	8,496,490	121%	(1,003,336)
Los Angeles	259,226,362	309,443,174	512,688,593	119%	(50,216,812)
San Luis Obispo	2,934,982	3,372,649	4,129,816	115%	(437,667)
S.F. Bay Area (MTC)	147,876,308	163,636,295	200,904,670	111%	(15,759,987)
San Diego	67,752,230	73,218,304	74,035,825	108%	(5,466,073)
Santa Barbara	9,098,750	9,704,038	6,560,764	107%	(605,288)
San Bernardino	48,226,098	49,735,854	73,867,131	103%	(1,509,757)
Fresno	20,063,691	19,860,765	34,741,656	99%	202,926
San Benito	1,033,047	974,343	916,799	94%	58,704
Ventura	18,515,509	14,539,149	26,473,523	79%	3,976,360
Riverside	42,754,254	32,151,907	59,505,078	75%	10,602,347
Monterey	7,737,017	5,364,462	5,621,475	69%	2,372,555
Tahoe	1,180,792	793,024	793,024	67%	387,768
Kings	3,253,413	1,963,027	1,963,027	60%	1,290,386
Butte	3,911,412	2,078,473	2,078,473	53%	1,832,939
Stanislaus	11,515,198	5,706,904	3,460,219	50%	5,808,295
Madera	3,102,925	1,364,843	1,602,007	44%	1,738,082
Kern	16,643,467	5,068,167	6,029,842	30%	11,575,300
San Joaquin	14,305,534	4,109,661	4,650,041	29%	10,195,873
Rural Counties & SCAG	18,968,695	17,983,209	24,558,563	95%	985,486
TOTAL LOCAL AGENCIES	841,148,861	943,033,063	1,278,865,269	112%	(101,884,202)
HBRR	220,552,302	147,707,960		67%	72,844,343
HES	53,825,665	64,251,689		119%	(10,426,025)
GRAND TOTAL	1,115,526,828	1,154,992,712		104%	(39,465,884)

Target OA and obligations do not include August Redistribution Amount of \$33,085,760.

HES exchanged two year's of funds

Projected Annual Delivery is calculated by using submitted obligation plans for planned obligations May-September plus actuals October-July. Actuals were adjusted for projects contained in obligation plans May-July.